

**MINUTES OF THE BOARD MEETING
RED RIVER GROUNDWATER CONSERVATION DISTRICT**

THURSDAY, NOVEMBER 21, 2013

**AT THE GREATER TEXOMA UTILITY AUTHORITY
BOARD ROOM
5100 AIRPORT DRIVE
DENISON, TX 75020**

Members Present: Mark Patterson, Harold Latham, Don Wortham, David Gattis, Mark Newhouse, William Purcell

Members Absent: Mark Gibson

Staff: Jerry Chapman, Drew Satterwhite, Debi Atkins, Carolyn Bennett, Wayne Parkman and Carmen Catterson

Visitors: Frank Baker, City of Van Alstyne
Gary Bennett, City of Dorchester
Robin McCoy, Senator Estes

1. Call to order, declare meeting open to the public, and take roll.

President Patterson called the meeting to order at 2:01 PM. The Board members introduced themselves to the public. All members were present except Board Member Gibson.

2. Administer Oath of Office

Mrs. Catterson issued the Oath of Office to Board Member Gattis.

3. Public Comment.

No comments received.

4. Consider approval of Minutes of October 17, 2013 board meeting

Board Member Purcell asked again about the requirement for a vote of 6 members of the 7 for action to be taken, as questioned on Item 8 on page 2 at the previous meeting. Mr. Chapman explained that when the District was first established, there was discussion about what would be necessary on voting for certain issues. The staff may have understood the situation to be broader than it was needed. The budget and fees requires 6 votes, but for regular items a majority is sufficient. Mrs. Bennett agreed that she would verify this for future meetings. The minutes are correct, as the comments were made at the previous meeting, but were made incorrectly.

Board Member Purcell also asked if any action had been taken on using a collection agency to collect fees. Mr. Chapman did discuss that with the District's legal counsel, who had reservations about using a collection agency per Chapter 36 of the Texas Water Code.

Board Member Newhouse motioned to approve the Minutes of the October 17, 2013 board meeting. The motion was seconded by Board Member Gattis and passed unanimously.

5. Review and approval of monthly invoices.

Mr. Chapman reviewed the monthly invoices for a total of \$24,319.88. Most of the bills are usual, except for the bill for Rutherford Taylor & Co. That fee was for the 2012 audit, which was completed earlier in the summer. The Lloyd Gosselink bill includes charges related to regulation of wells owned by energy companies and used for hydraulic fracturing, a letter drafted for recommended changes to the Texas Railroad Commission rules.

Board Member Gattis motioned to approve the monthly invoices for a total of \$24,319.88. The motion was seconded by Vice President Latham and passed unanimously.

6. Receive Monthly Financial Information

Mr. Chapman reviewed the monthly financial information. President Patterson asked how the quarterly billing worked this month. Mrs. Atkins explained that the staff contacted all entities that had not submitted readings approximately 1 week before the readings were due. The result was much better with only a few that did not submit readings.

Mr. Chapman commented that the District would have sufficient revenues to meet their expenses. However, the field technician has spent more time on the District than was expected, causing the line item to be above the budgeted amount.

Board Member Purcell asked for an aging report showing fees due and whether it increases or decreases. Mrs. Atkins agreed to begin providing that data. Board Member Purcell also asked if the staff used the budget position to develop the future budget. Mrs. Atkins agreed, but stated this was only the second year of operations.

7. Consider and act upon amendments to 2013 budget

Mr. Chapman explained that Mrs. Atkins provided recommendations for amendments to the 2013 budget. Mr. Chapman reviewed the recommendations with the Board. They include increasing the revenue by \$10,000, increasing the field technician fees, the dues line item and increasing the legal services. The recommendations include decreasing the auditing line item, the direct cost line item, the meeting line item, transportation line item and telephone line item.

Board member Gattis motioned to approve amendments to the 2013 budget as presented. The motion was seconded by Board Member Newhouse and passed unanimously.

8. Consider and act upon authorizing a contract for the management and maintenance of the well registration website

President Patterson explained that a committee was established to review the proposals. A request for proposals was submitted to six entities. Two of them felt the time to respond was too short and did not feel

